

## MINUTES

### Ramapo College Board of Trustees

### Deans' Council

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Thursday, July 1, 2021, 10:00 am - 11:00 am

Webex

#### A. Approval of the Minutes

The minutes from the June 17 meeting were approved.

#### B. OSHE Restart Standards

S. Gaulden shared that the Pandemic Assessment Team is reviewing the updated OSHE guidelines and will make a recommendation regarding Fall operations to Cabinet. The Deans discussed the CDC's considerations of fully vaccinated and mixed populations of vaccinated and unvaccinated individuals.

#### C. Deans' Retreat

The Deans' will hold an off-campus retreat on August 17; rain date is August 18. Thanks to E. Saiff for hosting.

#### D. Low-Enrolled Courses/Independent Studies

S. Gaulden shared a general update about an option for low-enrolled courses, which is to convert the course to an independent study (IS). This is possible with adjunct-taught courses as well, so long as the adjunct has taught at least one course in the same academic year. The Registrar's Office can handle the deregistration from the course, the creation of the IS, and the adjustment of the degree audit. S. Hangen added that each student would still require an IS contract and syllabus.

P. Campbell noted that traditionally, IS has been discouraged as replacements for required courses as that would be a curriculum change. A. Lorenz agreed and added that the convener and faculty should be involved. S. Gaulden acknowledged the concern and added that if it is possible to run the course with the subject code and course number with adjusted payments at the IS rates, that is preferable. However, there may be complications with Banner. In addition, full-time faculty would need workload and schedule adjustments. Another complication is the limit of IS a student may take, S. Hangen noted.

S. Gaulden clarified that during Fall and Spring terms, low-enrolled courses taught by full-time faculty could run to avoid the workload issues; the discussion is more about Summer courses. E. Saiff inquired about summer bridge courses for graduate programs. S. Gaulden noted she will speak with E. Saiff offline regarding this summer's TAS bridge courses.

S. Gaulden also mentioned the example of the Applied Music courses, which are paid at a different rate of .5 credit per student. P. Campbell added there is a \$350 course fee for the Applied Music courses, which makes up the difference.

#### E. New Business

*Budget:* Faculty travel funds will be distributed to the Schools from the Provost's Office budget. Platinum funds have been moved to Academic Affairs; there is a question regarding the

administrative support, which S. Gaulden will look into. Faculty-student research funds did not get disbursed to the schools; S. Gaulden will inquire.

*Graduate Assistants:* The policy is being finalized. Students will need to be enrolled in a minimum number of credits per semester, and will have a limit on the number of hours they may work. A tuition waiver and a stipend will be offered. The preference will be to hire Ramapo graduate students.

*International Students:* Some international students are planning to travel to nearby countries to receive their visas so they may come to campus in the Fall. Roukema is in touch with the students and will be supporting their arrival to campus.

*Topics courses:* The Deans inquired about the five Topics courses. S. Gaulden will confirm at the end of the day regarding running versus canceling sections.